



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Contract Change Order No. 2 - DeBenedetti Park/G-Basin Project Design

MEETING DATE: February 5, 2003

PREPARED BY: Parks and Recreation Director

RECOMMENDED ACTION: That the City Council be informed of Change Order No. 2 for DeBenedetti Park/G-Basin Project Design.

BACKGROUND INFORMATION: Resolution No. 85-173 specifies that contract change orders may be approved by the City Manager and that the change order and amount will be reported to the City Council. The Resolution is attached for review and information.

Contract Change Order No. 2 for the DeBenedetti Park design project in the amount of \$39,300 is attached. The Change Order details are attached as well.

In summation, the design work on this project has been proceeding with the project to move forward in three distinct steps or phases. They are:

- Phase I - Mass Grading
- Phase I - Park Construction
- Phase II - Park Construction

As you may recall, this project site is 49 acres and will serve as a drainage basin and outdoor, lighted athletic fields and support facilities. As noted above, the first step will be let a contract for mass grading to proceed with removal of a very large volume of dirt from the site. It is anticipated that the more time which can be allowed for the dirt removal that the more cost effective to the City the contract may be.

Attached is the concept plan for the project which was approved by Council. The change order which is attached will benefit the project in several ways. They are:

- The low flow area will be expanded to the west and one football field will be eliminated. This expansion of the low flow area will allow for a dramatic increase in water storage. Other athletic field surfaces will benefit due to less flooding. This will also allow for several retaining walls to be eliminated from the project design. Although this change to the project will also result in two trees being removed it is recommended due to the benefits to the overall project.

This expansion of the low flow area and elimination of the football field has been reviewed by staff, potential user groups, and the Parks and Recreation Commission and is recommended for the project.

APPROVED: _____

J. Dixon-Flynn --- City Manager

01/28/03



CITY OF LODI

COUNCIL COMMUNICATION

- The project design change will result in several athletic fields being built at grade (on high ground). Some re-positioning of the field features will also occur which will allow for walkways and turf areas to blend well with anticipated street improvements. As design work submittals of 50% completion have occurred, the change order will include adjustments to plans prior to the 90% submittal.

No additional allocation of funding is required for the change order. The Council has allocated \$626,500 for this project design work which includes a contingency amount which will cover the cost of this change order.

It is anticipated that the mass grading design work will be completed soon so that a bid process can occur and thus begin the dirt excavation step of the project quickly.

FUNDING:

None required. The Change Order amount of \$39,300 will be paid out of the prior Council approved appropriation of \$626,500 for design work for the project.

A handwritten signature in black ink, appearing to read "Richard Prima".

Richard Prima
Public Works Director

A handwritten signature in black ink, appearing to read "Roger Baltz".

Roger Baltz
Parks and Recreation Director

RB:tl

cc: City Attorney

APPROVED: _____
H. Dixon Flynn -- City Manager

01/27/03



Stantec Consulting Inc.
2000 - 2001
2002 - 2003
2004 - 2005
2006 - 2007
2008 - 2009
2010 - 2011
2012 - 2013
2014 - 2015
2016 - 2017
2018 - 2019
2020 - 2021
2022 - 2023
2024 - 2025
2026 - 2027
2028 - 2029
2030 - 2031
2032 - 2033
2034 - 2035
2036 - 2037
2038 - 2039
2040 - 2041
2042 - 2043
2044 - 2045
2046 - 2047
2048 - 2049
2050 - 2051
2052 - 2053
2054 - 2055
2056 - 2057
2058 - 2059
2060 - 2061
2062 - 2063
2064 - 2065
2066 - 2067
2068 - 2069
2070 - 2071
2072 - 2073
2074 - 2075
2076 - 2077
2078 - 2079
2080 - 2081
2082 - 2083
2084 - 2085
2086 - 2087
2088 - 2089
2090 - 2091
2092 - 2093
2094 - 2095
2096 - 2097
2098 - 2099
2100 - 2101
2102 - 2103
2104 - 2105
2106 - 2107
2108 - 2109
2110 - 2111
2112 - 2113
2114 - 2115
2116 - 2117
2118 - 2119
2120 - 2121
2122 - 2123
2124 - 2125
2126 - 2127
2128 - 2129
2130 - 2131
2132 - 2133
2134 - 2135
2136 - 2137
2138 - 2139
2140 - 2141
2142 - 2143
2144 - 2145
2146 - 2147
2148 - 2149
2150 - 2151
2152 - 2153
2154 - 2155
2156 - 2157
2158 - 2159
2160 - 2161
2162 - 2163
2164 - 2165
2166 - 2167
2168 - 2169
2170 - 2171
2172 - 2173
2174 - 2175
2176 - 2177
2178 - 2179
2180 - 2181
2182 - 2183
2184 - 2185
2186 - 2187
2188 - 2189
2190 - 2191
2192 - 2193
2194 - 2195
2196 - 2197
2198 - 2199
2200 - 2201
2202 - 2203
2204 - 2205
2206 - 2207
2208 - 2209
2210 - 2211
2212 - 2213
2214 - 2215
2216 - 2217
2218 - 2219
2220 - 2221
2222 - 2223
2224 - 2225
2226 - 2227
2228 - 2229
2230 - 2231
2232 - 2233
2234 - 2235
2236 - 2237
2238 - 2239
2240 - 2241
2242 - 2243
2244 - 2245
2246 - 2247
2248 - 2249
2250 - 2251
2252 - 2253
2254 - 2255
2256 - 2257
2258 - 2259
2260 - 2261
2262 - 2263
2264 - 2265
2266 - 2267
2268 - 2269
2270 - 2271
2272 - 2273
2274 - 2275
2276 - 2277
2278 - 2279
2280 - 2281
2282 - 2283
2284 - 2285
2286 - 2287
2288 - 2289
2290 - 2291
2292 - 2293
2294 - 2295
2296 - 2297
2298 - 2299
2300 - 2301
2302 - 2303
2304 - 2305
2306 - 2307
2308 - 2309
2310 - 2311
2312 - 2313
2314 - 2315
2316 - 2317
2318 - 2319
2320 - 2321
2322 - 2323
2324 - 2325
2326 - 2327
2328 - 2329
2330 - 2331
2332 - 2333
2334 - 2335
2336 - 2337
2338 - 2339
2340 - 2341
2342 - 2343
2344 - 2345
2346 - 2347
2348 - 2349
2350 - 2351
2352 - 2353
2354 - 2355
2356 - 2357
2358 - 2359
2360 - 2361
2362 - 2363
2364 - 2365
2366 - 2367
2368 - 2369
2370 - 2371
2372 - 2373
2374 - 2375
2376 - 2377
2378 - 2379
2380 - 2381
2382 - 2383
2384 - 2385
2386 - 2387
2388 - 2389
2390 - 2391
2392 - 2393
2394 - 2395
2396 - 2397
2398 - 2399
2400 - 2401
2402 - 2403
2404 - 2405
2406 - 2407
2408 - 2409
2410 - 2411
2412 - 2413
2414 - 2415
2416 - 2417
2418 - 2419
2420 - 2421
2422 - 2423
2424 - 2425
2426 - 2427
2428 - 2429
2430 - 2431
2432 - 2433
2434 - 2435
2436 - 2437
2438 - 2439
2440 - 2441
2442 - 2443
2444 - 2445
2446 - 2447
2448 - 2449
2450 - 2451
2452 - 2453
2454 - 2455
2456 - 2457
2458 - 2459
2460 - 2461
2462 - 2463
2464 - 2465
2466 - 2467
2468 - 2469
2470 - 2471
2472 - 2473
2474 - 2475
2476 - 2477
2478 - 2479
2480 - 2481
2482 - 2483
2484 - 2485
2486 - 2487
2488 - 2489
2490 - 2491
2492 - 2493
2494 - 2495
2496 - 2497
2498 - 2499
2500 - 2501
2502 - 2503
2504 - 2505
2506 - 2507
2508 - 2509
2510 - 2511
2512 - 2513
2514 - 2515
2516 - 2517
2518 - 2519
2520 - 2521
2522 - 2523
2524 - 2525
2526 - 2527
2528 - 2529
2530 - 2531
2532 - 2533
2534 - 2535
2536 - 2537
2538 - 2539
2540 - 2541
2542 - 2543
2544 - 2545
2546 - 2547
2548 - 2549
2550 - 2551
2552 - 2553
2554 - 2555
2556 - 2557
2558 - 2559
2560 - 2561
2562 - 2563
2564 - 2565
2566 - 2567
2568 - 2569
2570 - 2571
2572 - 2573
2574 - 2575
2576 - 2577
2578 - 2579
2580 - 2581
2582 - 2583
2584 - 2585
2586 - 2587
2588 - 2589
2590 - 2591
2592 - 2593
2594 - 2595
2596 - 2597
2598 - 2599
2600 - 2601
2602 - 2603
2604 - 2605
2606 - 2607
2608 - 2609
2610 - 2611
2612 - 2613
2614 - 2615
2616 - 2617
2618 - 2619
2620 - 2621
2622 - 2623
2624 - 2625
2626 - 2627
2628 - 2629
2630 - 2631
2632 - 2633
2634 - 2635
2636 - 2637
2638 - 2639
2640 - 2641
2642 - 2643
2644 - 2645
2646 - 2647
2648 - 2649
2650 - 2651
2652 - 2653
2654 - 2655
2656 - 2657
2658 - 2659
2660 - 2661
2662 - 2663
2664 - 2665
2666 - 2667
2668 - 2669
2670 - 2671
2672 - 2673
2674 - 2675
2676 - 2677
2678 - 2679
2680 -

September 2002



18 W. CALVI

[illegible]

RESOLUTION NO. 85-173

RESOLUTION ADOPTING A FORMAL POLICY AND PROCEDURE
TO GOVERN CONTRACT CHANGE ORDERS

RESOLVED, that the City Council of the City of Lodi does hereby adopt a formal policy and procedure to govern contract change orders as shown on Exhibit "A" attached hereto and thereby made a part hereof.

Date: December 4, 1985

I hereby certify that Resolution No. 85-173 was passed and adopted by the City Council of the City of Lodi in a Regular Meeting held December 4, 1985 by the following vote:

AYES: Council Members - Olson, Pinkerton, Reid, Snider
and Hinchman (Mayor)

NOES: Council Members - None

ABSENT: Council Members - None

ABSTAIN: Council Members - None


ALICE M. REIMCHE
City Clerk

RECOMMENDED POLICY & PROCEDURES

CONTRACT CHANGE ORDERS

Purpose

To establish formal policy and procedures to govern contract change orders.

Policy

. Definition

As used in this policy, a change order shall mean a written order to change the amount of work to be done on a formal contract awarded by the City Council which is anticipated to result in an increase or decrease in contract price. Change orders may not increase or change the scope of the project specified in the contract plans and specifications approved by the City Council.

. Department Head Authority

The responsible Department Head shall be authorized to approve and issue individual change orders to increase the contract price up to \$5,000 or 10% of the formal contract, whichever is larger. The aggregate total of all change orders to each contract may not exceed \$25,000.

. Authority of the City Manager

The City Manager may authorize change orders in excess of 10% of the formal contract or in excess of \$25,000 to avoid extraordinary delay of work or to protect the safety of human life and the environment at or near the work site. The City Manager shall report the change orders and the amounts to the City Council at its next regular meeting.

Procedure

Written change orders shall be submitted to the Finance Department to be added to the construction contract and encumbered against the specific appropriation prior to payment to the contractor. In the event unencumbered funds are not available a special allocation must be processed to increase the applicable appropriation.

CITY OF LODI
PARKS AND RECREATION DEPARTMENT

CONTRACT CHANGE ORDER NO. 2

Sheet 1 of 4
Date 01/15/03
Account No.: 1211717

PROJECT: DeBenedetti Park Design Project

CONTRACTOR: Stantec, Consulting, Inc.

You are directed to make the following changes or do the following work not included in the scope of work on this contract.

Description of work to be done, estimate of quantities, and prices to be paid. Specify whether additional work is at contract price, agreed price, or force account. Unless otherwise stated, rates for rental of equipment cover only such time as equipment is actually used and no allowance will be made for idle time.

1. Provide for continued design of the project:
Changes to Mass Grading Plan
Final Design Grading
Construction Documents
Lighting Design
Redesign Tot Lot/Play yard
Additional Meetings
as indicated and incorporated on Exhibit A, attached.

Agreed upon price: \$39,300

TOTAL \$39,300

PERCENT OF
CONTRACT

Original contract price	\$493,036	
Total cost of this change order NOT TO EXCEED	\$ 39,300	8%
Previous change orders	\$ 81,500	17%
Total cost of all change orders to date	\$120,800	25%
Contract price, including all change orders, will be:	\$613,836	

Time of completion will be adjusted as follows: N/A

Submitted by: _____ Date _____

Approval recommended: _____ Date _____

Approved, Parks and Recreation Director Boque Battig Date 1-15-03

Approved, Public Works Director Richard Dwyer Date 1/15/03

Approved, City Manager [Signature] Date 1/20/03

The undersigned contractor, having carefully considered the change proposed, agrees, if this proposal is approved, to provide all equipment, furnish all materials, except as otherwise noted above, perform all services necessary for the work above specified, and accept as full payment the prices shown above.

ACCEPTED: Date: _____ Contractor Stantec, Consulting, Inc.

By _____ Title _____

Stantec Consulting Inc.
2590 Venture Oaks Way
Sacramento CA 95833
Tel: (916) 925-5550 Fax: (916) 921-9274

stantec.com

RECEIVED

JAN 15 2003

PARKS & RECREATION



Stantec

January 14, 2003
File: 843 00103

Tel: (916) 925-5550
Fax: (916) 921-9274
jpostlewait@stantec.com

City of Lodi
Parks and Recreation Department
125 North Stockton Street
Lodi, CA 95240

Attention: Mr. Roger Baltz, Director of Parks and Recreation

Dear Roger:

Reference: Debenedetti Park - Change Order Request - November 8, 2002

I am in receipt of your letter of January 2, 2003 – responding to our most recent change order request. It appears that we are now on common ground with the City as to the required Scope of the additional services.

The following updated table summarizes the out of scope design services as we currently see them:

	Out of Scope Task	Proposed Fee
Buildings	<ul style="list-style-type: none">Changes to Mass Grading Plan <p>The mass grading plan will be redesigned to reflect City comments. The low flow area will be increased in surface area (eliminating a football field) and decreased in depth. All baseball facilities will be left at grade. Additional storage will also be obtained by continuing some excavation outside of the property boundary as defined by the street right-of-way information the City recently provided. The topsoil storage area will be redefined. The changes to this plan will be presented to the City as a part of the forthcoming 90% submittal.</p>	\$4,000
Environment		
Industrial		
Transportation		
Utility/Lead		

Reference: Debenedetti Park

<ul style="list-style-type: none">• Final Design Grading <p>Soccer fields will be regraded to reflect a 1.5% cross slope running from east to west with an earthen berm separating the two fields. The soccer fields will be at different elevations from each other. All of the baseball fields will be designed with a crown in the middle and 1% (max.) cross slopes. Retaining walls shall be removed. Subsurface drainage systems will be added to all of the fields as required. The low flow area will be expanded and the access will be redesigned to reflect the new configuration. All ballfields will move to take advantage of the expanded boundary and reduced grading slopes, where applicable. Tops and toes of all excavated areas will also change. Pathways and sidewalks shall be relocated and re-graded as appropriate.</p>	\$10,000
<ul style="list-style-type: none">• Construction Documents <p>Changes to the construction documents will be made to reflect the changes to the site development boundary and the expansion of the low flow area. This will include redesign of fencing and walkway layouts, additional planting and irrigation areas, detail design of a new flood control weir structure, and design of subsurface ballfield drainage systems. Specifically, planting, irrigation, layout, drainage and construction detail sheets will need to be modified.</p>	\$18,000
<ul style="list-style-type: none">• Lighting Design <p>Stantec shall coordinate with the electrical engineer responsible for designing lighting configurations outside of the park boundary. It is understood that electrical engineering services for the design of streetlights along Lower Sacramento and Century Blvd. is not part of our current Scope of Work.</p>	\$800
<ul style="list-style-type: none">• Redesign Tot Lot/Play yard <p>Tot lot configuration will be redesigned to better serve the project as defined by the new grading arrangement. Two play areas shall be consolidated into one facility and relocated to the northwest quadrant of the ballfield area.</p>	No charge
<ul style="list-style-type: none">• Additional Meetings <p>Project design duration has increased, necessitating the need for additional meetings. An additional 4 meetings are anticipated.</p>	\$6,500

Reference: Debenedetti Park

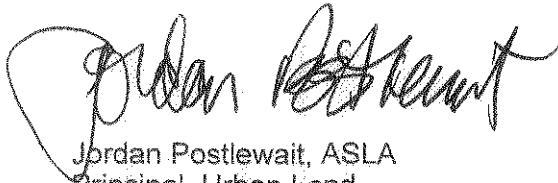
Total	\$39,300
-------	----------

As we have discussed, please note that in addition to the above Change Order request, a separate Purchase Order is being negotiated with the Department of Public Works for project related hydrological work.

Stantec is very much looking forward to resuming the design process for Debenedetti Park and we are looking forward to meeting with the City next week to reevaluate the project schedule. As always, we appreciate the opportunity of working with the City on this project.

Sincerely,

STANTEC CONSULTING INC.



Jordan Postlewait, ASLA
Principal, Urban Land

Mark Hall, ASLA, Stantec Consulting Inc
James Nelson, P.E., Stantec Consulting Inc